

I.3 Status History

NEW 11/01/13

The **Commonwealth Office of Technology's** I.3 teams are engaged in readiness activities focused on agencies for which consolidation is underway. These activities are essential for successful transitions.

The **Public Protection, Energy & Environment and Labor Cabinets'** hardware consolidation activities are scheduled to begin next week and are projected to be completed by the end of the year. The final phase of their transition will take place in January and February of 2014.

NEW 10/25/13

The October 24th **Technology Advisory Council** meeting included a demonstration of the COT Billing work center and the new [COT I.3 web pages](#). The COT Billing work center gives agencies online access to their monthly billing information. The COT I.3 web pages provide the current schedule and agency specific information.

Following the **Cabinet for Health and Family Services'** successful Health Benefit Exchange launch, consolidation planning sessions are again underway.

The **Cabinet for Economic Development's** assessment process is scheduled to begin next week.

Consolidation activities to address an emergency asbestos abatement situation are in progress. The **Public Protection and the Energy & Environment Cabinets** are both impacted by this situation.

NEW 10/15/13

The next **Technology Advisory Council** meeting is scheduled for October 24th at the 300 Fair Oaks location. The agenda will be provided prior to the meeting.

COT managers will be participating in Performance Evaluation training on November 5th.

NEW 10/4/13

The **Cabinet for Health and Family Services (CHFS)** Network Help Desk employees have been relocated to the Commonwealth Service Desk's location at the Data Center. Their work assignments have not changed, and they continue to support CHFS; however, this is the first milestone in the integration of Service Desk operations.

At the members' request, the **Leadership Engagement** meetings will continue and will be held quarterly. Planning is underway for a November meeting.

NEW 9/27/13

Changes to this site have been completed. A new section, Agency Infrastructure Changes, was added and replaces the Agency Assessment information. The assessment information can be viewed under Archived Pages. Feedback regarding these changes and other I.3 related questions can be sent to i3@ky.gov.

COT has developed a training class for on-boarding staff. The training will focus on the use of FrontRange, which is an incident and change tracking system. Classes will be scheduled for staff by their COT manager in conjunction with their former agency.

NEW 9/23/13

Meetings to discuss the development of a service level agreement between the **Office of the State Budget Director** and **COT** are scheduled to begin next week.

[COT's metrics page](#) now reflects last month's statistics. Future plans include a review of how COT's service provision is measured and how these metrics are presented. Your suggestions are welcomed and can be sent to i3@ky.gov.

NEW 9/17/13

The **Cabinet for Health and Family Services (CHFS)** consolidation planning sessions continue and **COT** is reconfiguring work space areas to support a physical move of the former CHFS Help Desk employees to be relocated with their peers at the Commonwealth Service Desk location. Location changes for these staff will soon begin and will be completed in September.

A **COT** project manager, focusing on program and agency detailed task planning, joined the I.3 team on September 16th.

Changes to the FAC I.3 site are underway, your suggestions can be sent to i3@ky.gov or you can contact Brenda Brown at brenda.brown@ky.gov.

NEW 9/6/13

The CIO's **Capital IT Project Review** presentation to the Capital Planning Advisory Board (CPAB) was on September 5th. Copies of the presentation will be provided to members of the Technology Advisory Council. The *2014-2020 Commissioner's Report to the CPAB* is available on COT's [Capital IT Project](#) page.

NEW 8/29/13

The **Technology Advisory Council** held its monthly meeting this week and began review of two enterprise security policies. In addition to workgroup updates relating to the I.3 service level agreement (SLA) template, additional agency IT service needs, and Capital IT project review, the TAC heard CIO Fowler's plans for enterprise IT strategic planning this fall.

The **Cabinet for Health and Family Services (CHFS)** consolidation is focused on the completion of a detailed infrastructure assessment and planning sessions to ensure the agency's business needs are met.

NEW 8/23/13

This week CIO Jim Fowler informed the Cabinet Secretaries that the **Office of the State Budget Director** has been successfully transitioned to the centralized infrastructure maintained and managed by COT. He acknowledged that this activity helped us refine the process, taught us valuable lessons, and helped us learn to better engage the customer. He also shared our pleasure with the spirit of cooperation and collaboration that was evident during this kick-off.

The next **Technology Advisory Council** meeting is scheduled for August 27th at a new location, 300 Fair Oaks in the offices of the Department for Environmental Protection. The agenda includes discussion of new enterprise security policies and enterprise IT strategic planning, and workgroup updates.

Due to a legislative special session, the CIO's **Capital IT Project Review** presentation to the Capital Planning Advisory Board (CPAB) was rescheduled from August to September 5th.

NEW 8/16/13

The **Office of the State Budget Director** consolidation is nearly complete. Any outstanding issues will be resolved and agency confirmation of completion will be requested. Lessons learned from this consolidation will be used to improve the next one.

The **Cabinet for Health and Family Services (CHFS)** consolidation kickoff meeting was held last week and the agency consolidation coordinator has been identified. Additional meetings are planned for next week.

Preliminary planning is also underway with the **Cabinet for Economic Development**.

NEW 8/12/13

The July 2013, Leadership Engagement Results meeting [Questions and Answers v2](#) are now available.

NEW 8/2/13

The **Office of the State Budget Director** consolidation continues and the **Cabinet**

for Health and Family Services consolidation kickoff meeting is scheduled for August 9th.

Organizational change management training, "**Managing Change & Transition**" will be held August 15th and 21st. COT managers impacted by I.3 will be required to attend.

NEW 7/31/13

The July 23rd **Technology Advisory Council (TAC)** meeting topics included the I.3 agency consolidation schedule (tentative); updates on a network discovery tool and agency services mappings; restructuring of the Enterprise Architecture and Standards Committee; and the Fiscal Year 2014 rates.

The **TAC - Services-Metrics-SLA** workgroup presented the draft Service Level Agreement (SLA) template, with a request for comments by August 23rd.

The **TAC - Capital IT Project Review** subcommittee shared that the agency presentations are complete and the official report is being drafted. The required reporting to the Capital Advisory Planning Board and the CIO's update to Legislative Review Committee will occur in August.

The July 24th, **Leadership Engagement** meeting started with an introduction of the Business Relationship Managers and an overview of their role. Most of the meeting focused on the results of a Change Readiness Survey and other agency questions. Agency participants were asked to provide feedback on this forum to CIO Fowler at james.fowler@ky.gov.

NEW 7/23/13

The Finance and Administration Cabinet has issued documents to guide agencies on the modified method for billing COT FY 14 charges.

Memo dated July 23, 2013 from Deputy Secretary Robin Kinney

FY 14 Rates Questions and Answers dated July 2013

NEW 7/19/13

The **Office of the State Budget Director** implementation planning phase is complete and consolidation of desktops, servers and storages should conclude by mid-August.

The **Leadership Engagement** change readiness survey responses were due today. Results will be shared in the next Leadership Engagement meeting.

NEW 7/11/13

The **Office of the State Budget Director** consolidation is underway.

The **Capital IT Project Review** presentations are underway and will conclude on July 15th.

The next **Technology Advisory Council** meeting is scheduled for July 23th at the KHEAA location.

The next **Leadership Engagement** meeting is scheduled for July 24th at the Cold Harbor location.

NEW 6/28/13

CIO Fowler will brief Cabinet Secretaries next week. The tentative agency consolidation schedule will be discussed, with the Office of State Budget Director (OSBD) being the first, followed by the Cabinet for Health and Family Services. The OSBD kick off meeting is scheduled for next week.

FY14 Rated Services will not increase and, in some situations, a hybrid rate may apply. The hybrid rate will be less than the current rated service cost. The Enterprise Assessment remains the same as it was in FY13. A memo about the FY14 IT Infrastructure financial arrangements will be provided to agencies. As more information is available, i.e. Frequently Asked Questions, it will be posted.

The **Capital IT Project Review** presentations are scheduled on July 8th, 9th, 10th and 15th.

NEW 6/21/13

Topics in today's TAC meeting included the introduction of Jim Fowler, CIO; a briefing on FY 14 rated services; and updates from the Service-Metrics-SLA and Capital IT Project Review work groups. The Rated Services briefing provided by John Hicks, Office of the State Budget Director and F&A Deputy Sec. Rucker, generated questions and will be followed by an official memorandum and a Frequently Asked Questions document.

The Service-Metrics-SLA work group reported that a draft SLA would be ready for the full TAC, by next month's meeting. The Capital IT Project Review work group reported that 47 projects from 19 cabinets/agencies were received by the Legislative Research Commission. Planning is underway for follow-up presentations before scoring of the projects is conducted to identify the projects that will be recommended to the Capital Project Advisory Board in August.

The latest [COT Organizational Chart](#) will be posted to the COT Home page. Changes reflect the reorganization [executive order](#), signed by Gov. Beshear, effective June 16th.

NEW 6/14/13

The TAC meeting scheduled for Thursday, June 13, was re-scheduled to Friday, June 21. Our new CIO, Jim Fowler, will be introduced and there will be an update

from the Service-Metrics-SLA workgroup. The primary focus of the meetings will be a discussion about rates for Fiscal Year '14.

The contract with NTT DATA INC for I.3 planning support ended June 14, with the presentation and delivery of their final deliverables. Information and insight gained from this engagement creates a foundation for COT staff to execute the implementation of the Office of the State Budget Director in the near future.

NEW 6/7/13

CIO Fowler first week included a presentation on I.3 which provided background information and previewed NTT DATA's report, "Implementation Roadmap and Master Plan".

The next TAC meeting is June 13 at the KHEAA location. Other anticipated June activities include the announcement of the FY14 Rates and COT's new organizational structure.

NEW 5/23/13

Changes to the I.3 site have been completed. Feedback regarding these changes and other I.3 related questions can be sent to i3@ky.gov. Initially the I.3 Inbox was reviewed by human resource employees within the Finance and Administration Cabinet. Currently information provided through this Inbox is being reviewed by COT and forwarded to the appropriate person for response.

A SharePoint 2010 migration is underway. The TAC, NTT DATA and I.3 SharePoint sites are projected to be unavailable on May 23rd.

NEW 5/17/13

Since April, the Managed Print Services (MPS) initiative has been underway. Nearly 500 devices are now managed under this initiative, saving the Commonwealth over \$60,000 per month. An aggressive deployment schedule of approximately 100 additional devices per month will rapidly increase the monthly savings.

Agency Assessments (Round 2) are due by close of business today. It is critical that this information be provided as soon as possible. To date, some agencies have completed the review and a few have requested extra time to provide a better quality response.

Next week's meeting of the full TAC is being moved to June 13, 2013 and includes an introduction of the Commonwealth's new CIO.

Changes to the FAC I.3 site are underway, your suggestions can be sent to i3@ky.gov or you can contact Brenda Brown at brenda.brown@ky.gov.

NEW 5/10/13

Agencies received a request for assistance to ensure that COT has valid and

complete Agency Assessment information. This information is needed for COT's rated services calculations and will be incorporated in each agency's implementation plan. Responses are needed by close of business May 17th.

The April 2013, Leadership Engagement Results meeting [Questions and Answers](#) are now available.

The TAC's Services-Metrics-SLA workgroup continued a review of a draft SLA template on Wednesday. The first-pass review of both the SLA and the Incident Priority table has been completed. The work group is on track to share a draft template at the next meeting of the TAC.

NEW 5/3/13

Governor Steve Beshear announced James M. Fowler as chief information officer (CIO) for state government, effective June 1.

Our vendor partner has finalized the "current state" deliverable and is on track for additional deliverables over the next 30 days.

Recently state printing services were consolidated. Statewide printing has been moved from COT to the Kentucky Transportation Cabinet – Kentucky Design & Print Services.

NEW 5/2/13

Potential COT organizational changes were reviewed with COT managers. As organizational changes are finalized details will be provided to COT employees and other agencies.

The [I.3 Communication Strategy](#) has been added under Related Links.

NEW 4/19/13

Organizational Change Management program leadership has been transitioned to Roy Terry. To ensure continued success, he received extensive knowledge transfer from NTT DATA.

[The questions and answers](#) from the Leadership Engagement Results meeting are now available. Future plans include a Leadership Engagement meeting on April 22, and a leadership engagement participant survey.

Verification of the agency assessment self-reported information is needed. Instructions on the verification process will be provided to the agencies.

NEW 4/12/13

Several agencies have responded to the IT Expenditure Survey, which was provided by the Office of the State Budget Director. The deadline for this survey is Monday, April 15th.

Stakeholder engagement meetings were held this week and will continue for the next several weeks.

Both the TAC as a whole and the TAC Services-Metrics-SLAs workgroup met this week. During the TAC meeting, Deputy Secretary Rucker provided an I.3 progress update, which included an informative question and answer session.

NEW 4/5/13

Stakeholder engagement interviews, an organizational change activity involving both agency and COT staff, will continue next week.

The TAC's Services-Metrics-SLAs workgroup will be holding its fourth meeting on April 8th, and will provide a progress update to the full TAC meeting set for April 9th.

I.3 Abbreviations (initials and acronyms) have been added and can be found in the **Related Links** section on this page.

NEW 3/27/13

Earlier this month, the Office of the State Budget Director asked agencies to complete an IT Expenditure Survey. The survey provided an opportunity for the agencies to report IT expenditures for each appropriation unit. The deadline for completion is April 15, 2013.

NEW 3/15/13

"Future State" service requirement meetings started this week with the Desktop, Server, and Voice Services teams.

Organizational Change activities, which include the Leadership Engagement Series, are progressing to a Stakeholder Engagement Series. This process will involve interviews with both agency and COT employees. FAQs from the Leadership Results meeting will be posted soon.

Technology Advisory Council (TAC) workgroups will begin work on service descriptions/SLAs/metrics and IT capital project reviews on Monday, March 18. To allow the groups time to develop their work products, the regular TAC meeting has been moved to April 9th.

NEW 3/8/13

The Leadership Engagement Interview series wrapped up this week with a Leadership Results meeting facilitated by FAC Deputy Secretary Rucker. Representatives of the Office of the State Budget Director, Personnel Cabinet and the FAC Human Resources division also answered questions and provided updates. FAQs from that meeting will be forthcoming.

A draft of the "Current State" of infrastructure within COT and the I.3 agencies was completed by NTT DATA and is currently under COT review. "Future State" requirement meetings are scheduled to start next week. Information collected during these meetings will be used for planning the Commonwealth's future shared service delivery model and high-level implementation plan.

NEW 2/27/13

The second Technology Advisory Council (TAC) meeting was held on February 26. Members were requested to volunteer for one of two committees, Capital IT Project Review and/or Enterprise Service Level Descriptions / Metrics Planning. TAC input was requested on COT's latest enterprise security policy.

By February 15, many agencies had completed their agency assessments. A few agencies needed additional time and should have their assessments completed by March 1, 2013.

Employees that were special detailed to COT have completed a Skills Assessment survey.

The Leadership Engagement series is generating some changes in our future communication and cultural change processes.

NEW 2/13/13

An I.3 Program Overview presentation is now available. If you would like to review the presentation it is located at the bottom of the page under Related Links.

Planning for the next Technology Advisory Council, scheduled for February 26, is underway.

The individual agency assessment information is due close of business this Friday, February 15.

NEW 2/1/13

The first meeting of the Technology Advisory Council (TAC) was held on Tuesday, January 29th. Chaired by Secretary Flanery (Interim CIO), it was attended by COT leadership, staff from the Office of the State Budget Director, and representatives of executive branch agencies.

The Leadership Engagement activities also began this week.

The individual agency assessments continue to identify key aspects of each agency's assets, policies, etc.

NEW 1/18/13

The majority of Agency Assessment Kickoff meetings have been completed and the teams plan to finish data gathering activities by mid-February.

The New Employee Orientation meetings will conclude next week and work continues on the preparation of a Skills Assessment survey. All COT employees will be invited to take a Change Readiness survey. Plans for the first Technology Advisory Council (TAC) meeting are being finalized. Finally, NTT DATA will be facilitating a Leadership Engagement process with IT leadership from other agencies.

NEW 1/9/13

To help ensure a successful integration of the staff that have been detailed to special duty, COT will be providing a skills assessment survey. The survey will focus on

current job duties and other areas of work interest that the employees may have. The skills assessment survey process is scheduled to begin mid-January.

NEW 1/2/13

Last month the Agency Assessment teams worked with Cabinet for Health and Family Services (CHFS). CHFS's cooperation has been crucial to the success of this process. Not only did they provide extensive information during the assessment, but worked with COT to leverage lessons to improve the process. Other agency assessments are scheduled to begin this month.

NEW 12/19/12

Last week COT executive leadership, transition support staff, security personnel and our COT trainer completed three regional New Employee Orientation sessions with more than 50 attendees. Due to the holidays and the scheduling challenges they bring, the remaining meetings will resume after January 7, 2013. The meetings have provided fresh insight to our newest employees and their specific challenges in working in locations outside of Frankfort.

NEW 12/6/12

New employee orientation meetings are scheduled to start on 12/7/2012 and should be completed before the end of December. The meetings will focus on human resources topics, COT's change management process, security badges and a brief customer services training. Meetings will not only be held in Frankfort, but will also be held in three other regional locations.

NEW 12/5/2012

COT has engaged NTT DATA to assist the Commonwealth during the planning phase of the IT Infrastructure Initiative. A kick off meeting with COT was held on November 27, 2012. NTT DATA, working with COT resources, will focus on IT infrastructure & operations, organizational change management and transition management. COT is excited to be able to leverage the knowledge that NTT DATA brings to this engagement.

NEW 11/30/2012

Agency assessments are underway. The first agency assessment will be completed with the Cabinet for Health and Family Services (CHFS). A kick off meeting was held on November 20, 2012. Please visit the **Additional Information / Agency Assessments** page for more details.

NEW 11/27/2012

The IT Initiative website has been updated to make it more user friendly. For example, all Frequently Asked Questions can be found under the **Additional Information** section of this website.

NEW 11/21/2012

On November 19, 2012, information regarding the 2013 interim fiscal approach as it relates to this initiative was outlined in the **IT Infrastructure Services –**

Financial Arrangement memo. Please check the link to this document for further details.

NEW 11/15/2012

On November 14, 2012, cabinet secretaries were provided with information regarding the agency assessment process. Each agency will be given detailed instructions and support by the agency assessment teams. FAQs from the employee and contractor meetings and the Employee meeting slide presentation are now posted under Links.

NEW 10/30/2012

Finance/COT welcome letters are being delivered this week during employee meetings and/or electronically. These meetings were scheduled to begin on Monday October 29, 2012 and conclude on Wednesday, October 31. Contractor notifications are being handled through a notification to the company for which the contractor works.

NEW 10/24/2012

Employee detail to special duty letters have been completed and are being delivered. We anticipate that they will be delivered by Friday, October 26. These letters will reference the Executive Order number and will explain the employees' detail to Finance/COT. The effective date will be November 1, 2012.